

# Virginia Wireless E-911 Services Board

## Project Management Monthly Activity Report

Vendor: L. Robert Kimball & Associates, Inc.  
 Region/Locality: Southeast Region  
 Period: 29 August - 25 September 2004

Activity Report		
Task	Hours This Period	Comments
<b>Active Tasks</b>		
<b>Acceptance Testing</b>	<b>41.00</b>	
1. Participated in Phase II testing with Alltel at Surry County.	7.50	Deployed.
2. Participated in Phase II testing with Sprint at Isle of Wight County.	8.00	Rescheduled from last month because WSP did not have personnel available to do drive test. Deployed.
3. Participated in Phase II testing with Nextel in Sussex County.	7.00	Deployed.
4. Participated in Phase II testing with Alltel in Sussex County via phone bridge.	4.00	Deployed.
5. Participated in Phase II testing with Verizon in Sussex County.	7.00	Deployed.
6. Participated in Phase II testing with Verizon in Surry County.	7.50	Deployed.
<b>System Implementation Assistance</b>	<b>6.75</b>	
1. Received email from Sherri Bush, Isle of Wight County, requesting confirmation that project management assistance would be available in 2005 due to Triton converting network to GSM and delaying Phase II deployment until March 2005.	2.25	Response from Steve Marzolf forwarded to Director Bush.
2. Received call from Sheriff Brown, Surry County, requesting assistance with Alltel Phase II testing and related documents.	4.50	
<b>Map / CAD / GEO File Assessment &amp; Assistance</b>	<b>7.50</b>	
1. Continuing attempts to assist Surry County and Greensville County with procurement and implementation of mapping system.	3.00	Surry County personnel still not coordinating efforts.
2. Responded to calls and email from vendors as to status of procurement in Surry County and Greensville County.	1.50	MSAG and Verizon had given demo to Surry County in spring and had not heard from County reps.
3. Assisted Greensville County with RFP specs.	3.00	
<b>Project Reporting / Status Review</b>	<b>11.50</b>	
1. Prepared WSB monthly report.	7.00	
2. Advised Isle of Wight County, Greensville County, and Surry County about outstanding deployments and mapping systems.	4.50	
<b>Cost Recovery / True-up Assistance</b>	<b>12.75</b>	
1. Received call from Sheriff Brown, Surry County, requesting assistance with 2004 true-up. Advised him I would forward request to WSB.	1.75	Request approved.

Task		Hours This Period	Comments
2. Reviewed last year's documents for Surry County; called and advised Sheriff as to required documents and information; on-site to assist County reps in preparing documents.		11.00	
WSP / LEC Contact and Coordination		20.50	
1. Status checks with WSPs regarding outstanding deployments.		8.00	
2. Testing scheduling with WSPs and LEC for Greenville County, Surry County, and Sussex County.		8.50	
3. Calls with Verizon Wireless regarding post-deployment issue with calls to Sussex County.		4.00	COS for Phase I data in Phase II calls is incorrect. Correction in progress.
Training Assistance		3.00	
1. Contacted PSAPs to schedule wireless call receipt and processing training.		3.00	
TOTAL HOURS		103.00	
Completed Tasks			
PSAP Assessments	Region		
CPE Upgrade / Installation	City of Emporia, City of Franklin, Greenville County, Southampton County, Isle of Wight County, Sussex County, Surry County		
Cutover	City of Emporia, City of Franklin, Greenville County, Southampton County, Isle of Wight County, Sussex County, Surry County		
Deployed	City of Emporia, City of Franklin, Southampton County, Isle of Wight County		
Issues of Importance / Accomplishments			